**Sample Candidate I**

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**EDUCATION**

**University of Pennsylvania Philadelphia, PA**

*Bachelor of Arts in Political Science; Minor in History December 2014*

***Cumulative GPA:*** 3.37

***Relevant Coursework and Skills:*** Law of Credit (taken in Penn Law), Corporate Responsibility and Ethics, International Political Economy, proficient in Microsoft Office, Financial and Real Estate Modeling course

**WORK & LEADERSHIP EXPERIENCE**

**Example Company New York, NY New York, NY**

*Principal and Co-founder August 2014 – present*

* Provide small business consulting services
* Evaluate existing operations, study feasibility and strategies for expansion of non-profit
* Advise start-up principal on business plan development, banking relationships and direct lease negotiations

**University of Pennsylvania Legal Clinic Philadelphia, PA**

*Graduate Assistant March 2014 – June 2014*

* Provided assistance to law students and the faculty advisors in the clinic
* Researched and performed administrative duties
* Filed documents with the court and with opposing counsel

**Transamerica Capital, Inc. Denver, CO**

*Intern June 2013 – August 2013*

* Researched and analyzed competitors’ mutual funds and variable annuities
* Developed formats to provide comparative data for presentations and internal distribution
* Gathered data and prepared accounting reports for management
* Created marketing materials for mutual fund products

**University of Pennsylvania Lacrosse Team Philadelphia, PA**

*Senior Captain Spring 2014 September 2010 – May 2014*

* Engaged in teamwork, leadership and competition for Division I nationally ranked lacrosse team
* Travelled and practiced 30+ hours per week throughout academic year

**Penn Investment Society Philadelphia, PA**

*Vice-Chair October 2012 – June 2014*

* Founding member of investment club that engenders interest in finance and capital markets through panel discussions and monthly forums

**Student Athlete Advisory Committee Philadelphia, PA**

*Lacrosse Representative September 2011 – May 2012*

* Voted on changes to NCAA and Ivy League legislation
* Led and organized community programs such as Toys for Tots and LEAPS

**ACTIVITIES & INTERESTS**

Activities: St. Anthony Hall Fraternity Officer, Linking Legacies, Young Quakers inner-city lacrosse coach

Interests: Investment, Constitutional history, early American history, lacrosse, golf, squash, fitness